



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
April 8, 2019 7:00 P.M.
TOWN HALL EMPLOYEE CAFETERIA**

1. Call to Order

Chair Robert Murphy called the meeting to order at 7:02 p.m.

2. Roll Call

Present: Robert Murphy, Chair; Paul Connolly, Secretary; David Cole; Robert Soden; Scott Mitchell, Harbormaster; and Jennifer Donahue, Clerk. Absent: Dick Goduti.

3. Citizens with Business before the Commission

Susan Esty, Chair of the Parks & Recreation Commission appeared before the commission to discuss Park & Rec's interest in kayak racks as she has noticed that the commission has also been discussing this issue. P&R had been thinking of having a small, mobile kayak rack to accommodate about 6 kayaks at Founder's Park. The rack would be for short-term use, would be removed in the winter, and would have safety postings for kayakers. Mr. Murphy reported that the commission had been thinking of more long-term storage for kayaks at the Town Dock on Sheffield Street where kayaks could be stored for the season for a small fee in an assigned space. It was agreed that the two ideas could be complementary. Ms. Esty will report back to the P&R commission and ask for a liaison to work with the HMC to further develop the idea of kayak racks. Ms. Esty stayed as a guest for the remainder of the meeting.

4. Approval of Minutes

The minutes of the regular meeting of March 11, 2019 were considered. A motion was made by Mr. Cole and seconded by Mr. Connolly to accept the minutes as submitted. The motion was so VOTED unanimously 4-0-0.

5. Clerk Report

Ms. Donahue's written report was reviewed by commission members. Updates were provided on wait list numbers, those awaiting spots on the wait list, and number of applications received for moorings in North Cove, on the Clothesline and at Ferry Road. Both Ferry Road and the Clothesline are full. North Cove numbers are up from last year. The monthly financial report was also reviewed. Ms. Donahue also reported that she had spoken to the IT director and the economic development director about a visitor webpage for boaters on the Town website and conveyed the commission's ideas. She is in the process of arranging a meeting with this group to further flesh out the possibilities. All wait list renewals have been mailed. All boaters have been sent their parking stickers.

6. North Cove

Mr. Murphy made a motion to add Kurt Schilling of Westbrook and Walter Sanstrom of Essex (after the fact, Mr. Sanstrom has already accepted a mooring) to the wait list. Mr. Connolly seconded the motion and it was so VOTED unanimously 4-0-0.

Discussion regarding whether to add two additional 400# moorings for transient boaters ensued. Currently two 300# guest moorings are available opposite the Town Dock. The new guest moorings would be placed farther out and bring the total guest moorings to four. Mr. Mitchell has been looking for used mooring tackle for this purpose. Mr. Murphy made a motion to authorize Mr. Mitchell to pay up to \$500 each for two 400# moorings. Mr. Connolly seconded the motion and it was so VOTED unanimously 4-0-0.

7. Clothesline

Mr. Murphy made a motion to add Kenneth Navarro and Michael Osnato to the Clothesline wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

8. Ferry Road

There was no additional reporting on Ferry Road and no one to be added to the wait list.

9. Sheffield Street Project Planning, Bidding and Execution Discussion

Mr. Murphy reported that the RFP is out. Since it went out a little later than intended he added a week to the response date. Two potential vendors, Sullivan and Bellingham, have been informed that the RFP is out.

Commissioners reviewed the plans from the COP. Mr. Murphy questioned one part of the drawing where it looked as if the location for the proposed new dinghy racks overlapped the boundary of the adjoining property. Mr. Cole recalled that a boundary survey had been done by Nathan Jacobson before the plans for the COP were drawn. He suggested the survey be located to check the official boundary lines. Mr. Murphy also discussed how many dinghy racks might need to be constructed. He estimated perhaps 90 would be needed but asked commissioners to keep an eye out over the summer to see how much space is utilized on the racks to help determine what should be constructed in the fall. He also asked commissioners to give some thought to the design and materials to be used for the new racks. Mr. Mitchell had some ideas and Mr. Murphy asked him to prepare a sketch for the next meeting. He encouraged others to present ideas as well. Mr. Murphy also went over the work that will need to be done and who will perform which phases of that work.

There was discussion about reestablishing the handicapped parking space on Sheffield Street. Perhaps simply putting new paint on the pavement denoting the spot would be enough to highlight the availability of the parking space.

10. Harbor Master/Dock Master Report

Mr. Mitchell noted that he is hoping to have all moorings in by May 1. He reported no other issues.

11. Correspondence

Craig Elliott wrote to the commission requesting to upgrade from an 18' boat to a 34' boat. Mr. Mitchell stated that if he updates his mooring to 400# and gets it to the Town Dock by this weekend he can accommodate the bigger boat, though the location for his mooring will be farther out than the one he has now. Mr. Murphy agreed to communicate this information to Mr. Elliott.

Terry Frimmet wrote to the commission asking to withdraw his application for the season as he will not be able to get his boat in. Since Mr. Frimmet's application had been missing a copy of his boat registration, the application was incomplete and his check was never cashed. Commissioners agreed his check should be returned to him.

The District of Fenwood provided proof of the legal notice announcing the addition of sand on their beach as required by statute. This request was previously reviewed by the commission.

Commissioners acknowledged receipt of a COP submitted for replacement of an existing wood dock and walkway at 44 Ingham Hill Road.

12. New Business

There was no new business.

13. Old Business

Mr. Murphy reviewed a draft of a drawing he made to illustrate the authority of the commission as discussed at the last meeting. Commissioners discussed the drawing and were in agreement on the drawing as it pertained to the water areas, but could not agree on all of the parking areas. The areas on the draft drawing were highlighted in red. Commissioners asked Mr. Murphy to alter the drawings to highlight the areas related to parking that could not be agreed upon in blue. Mr. Murphy will make the changes and will articulate the information and the reasons behind it to the First Selectman.

14. Payment of Bills

Mr. Murphy made a motion to pay Lighthouse Printing \$325; Beard Lumber \$220.09 and \$82.67; Saybrook Hardware \$2.39, \$47.27, and \$42.98; Connecticut Water \$38.22 and \$42.79; State of Connecticut \$1,377; and Parker Construction \$4,450. Mr. Connolly seconded the motion and it was so VOTED unanimously 4-0-0.

15. Adjournment

Mr. Cole made a motion to adjourn at 8:55 p.m. seconded by Mr. Soden which was so VOTED unanimously 4-0-0.

Respectfully submitted,
Jennifer Donahue
Clerk, OSHMC